

Element Performance Inspection (EPI) Data Collection Tool
4.2.5 Training of Dispatchers (OP)

ELEMENT SUMMARY INFORMATION

Purpose of This Element (Certificate Holder's responsibility):

- To ensure the Certificate Holder's Dispatchers are properly trained according to the Certificate Holder's FAA approved training program.

Objective (FAA oversight responsibility):

- To determine if the Certificate Holder follows its procedures, controls, process measurements, and interfaces for the Training of Dispatchers process.
- To determine if there were any changes in the personnel identified by the Certificate Holder as having responsibility and / or authority for the Training of Dispatchers process.

Specific Instructions:

- To accomplish this EPI, the inspector will need to observe part or all of the curriculum segments of the FAA approved training program for dispatchers listed below. The Principal Inspector (PI) may give instructions for the completion of this EPI by a specific date, or the PI may request that the activities take place at certain locations or involve specific training modules/curriculum of the training program (listed below).*
 - Basic indoctrination training
 - Initial and transition training
 - Emergency training, including hands-on drills
 - Differences training
 - Security and hazardous materials training
 - Recurrent training
 - Requalification training

*Although observation(s) of airmen during the performance of their duties (to determine competency) is part of the training program, that element is located in the "Crewmember and Dispatch Qualifications" system.

The inspector should ensure all aspects of the training program are covered including manuals, lesson plans, mock-ups, training devices, facilities, etc. Besides reviewing the training program, other documentation to review should include record keeping locations, operations specifications, etc.

Related EPI(s):

- 3.1.10 Lower Landing Minimums (LLM) (OP)
- 3.1.3 Airmen Duties / Flight Deck Procedures (OP)
- 3.1.9 Aircraft Performance Operating Limitations (OP)

- 4.2.10 Aircrew Designated Examiner (ADE) Program (OP)
- 4.2.7 Training of Check Airmen and Instructors (OP)
- 4.2.9 Outsource Crewmember Training (OP)

SUPPLEMENTAL INFORMATION

Specific Regulatory Requirement(s) (SRRs):

- SRRs:
 - 121.11
 - 121.135(a)(1)
 - 121.135(b)(1)
 - 121.135(b)(2)
 - 121.135(b)(3)
 - 121.401(a)
 - 121.401(a)(1)
 - 121.401(a)(2)
 - 121.401(a)(3)
 - 121.401(b)
 - 121.401(c)
 - 121.403(a)
 - 121.403(b)
 - 121.403(b)(1)
 - 121.403(b)(2)
 - 121.403(b)(5)
 - 121.403(b)(6)
 - 121.405(a)
 - 121.405(b)
 - 121.405(c)
 - 121.405(d)
 - 121.405(e)
 - 121.415(a)
 - 121.415(a)(1)
 - 121.415(a)(1)(i)
 - 121.415(a)(1)(ii)
 - 121.415(a)(1)(iii)
 - 121.415(a)(1)(iv)
 - 121.415(a)(2)
 - 121.415(c)
 - 121.415(d)
 - 121.415(g)
 - 121.415(g)(1)
 - 121.415(g)(2)
 - 121.418(a)
 - 121.418(a)(1)
 - 121.418(a)(3)
 - 121.422(a)
 - 121.422(a)(1)(i)
 - 121.422(a)(1)(ii)

121.422(a)(1)(iii)
121.422(a)(1)(iv)
121.422(a)(1)(ix)
121.422(a)(1)(v)
121.422(a)(1)(vi)
121.422(a)(1)(vii)
121.422(a)(1)(viii)
121.422(a)(2)(i)
121.422(a)(2)(ii)
121.422(a)(2)(iii)
121.422(a)(2)(iv)
121.422(a)(2)(v)
121.422(a)(2)(vi)
121.422(a)(3)
121.422(b)
121.422(c)
121.427(a)
121.427(b)
121.427(b)(1)
121.427(b)(3)
121.427(b)(4)
121.427(c)
121.427(c)(4)(i)
121.427(c)(4)(ii)
121.427(c)(4)(iii)
121.429(a)

Related CFR(s) & FAA Policy/Guidance:

- Related CFRs:
 - 121.415(f)
 - 121.427(b)(2)
 - 121.433(c)(1)(ii)
 - 121.463(a)(1)
 - 121.463(a)(2)
 - 121.463(b)
 - 121.463(c)
 - 121.463(d)
 - 121.463(e)
 - 121.629(a)
 - 121.629(c)
 - 121.629(c)(1)(ii)
 - 121.629(c)(2)(i)
 - 121.629(c)(2)(ii)
 - 121.629(c)(2)(iii)
 - 121.629(c)(2)(iv)
 - 121.629(c)(2)(v)
 - 121.629(c)(2)(vi)
 - 121.629(c)(2)(vii)

- FAA Policy/Guidance:
FAA Order 8400.10 Volume 3, Chapter 2
FAA Order 8400.10 Volume 3, Chapter 5

EPI SECTION 1 – PERFORMANCE OBSERVABLES

Objective: (FAA oversight responsibility): To determine if the Certificate Holder follows its procedures, controls, process measures and interfaces for the Training of Dispatchers.

Tasks

To meet this objective, the inspector must accomplish the following tasks:

1. Review the information listed in the Supplemental Information section of this data collection tool.
2. Review the policies, procedures, instructions, and information for the Training of Dispatchers process contained in the Certificate Holder's manual.
3. Review the associated SAI for this element with emphasis on the controls, process measurements, and interface attribute sections.
4. Observe the Training of Dispatchers process to gain an understanding of the procedures, instructions, and information contained in the Certificate Holder's manual.
5. Discuss the Training of Dispatchers process with the personnel (other than management) who perform the duties and responsibilities required by the (program/process).

Questions

To meet this objective, the inspector must answer the following questions:

1. Were the following Performance Measures met:

1.1 Was training conducted in accordance with the Certificate Holder's approved training program?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.2 Were adequate ground training facilities provided for aircraft dispatcher training? <i>Related Performance JTI's:</i> 1. Check at the training center that the Certificate Holder has adequate ground training facilities, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(a)(2); 121.135(b)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.3 Did the Certificate Holder provide qualified ground instructors for aircraft dispatcher training? <i>Related Performance JTI's:</i> 1. Check at the training center that the Certificate Holder is providing properly qualified ground instructors, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(a)(2); 121.135(b)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.4 Did the Certificate Holder utilize only those supervisors that are current and qualified to conduct required aircraft dispatcher competency checks?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
1.5 Was the proficiency of dispatchers evaluated through appropriate testing and checking? <i>Related Performance JTI's:</i> 1. Check at the training center that the Certificate Holder is conducting, in initial and transition ground training, a competency check given by an appropriate supervisor or ground instructor, demonstrating knowledge and ability in the subjects set forth in 121.422(a), in accordance with the Certificate Holder's design. <i>Sources:</i> 121.422(b); 121.135(b)(1)	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<ol style="list-style-type: none"> 2. Check at the records repository that the Certificate Holder has specifically designated an air transportation supervisor (qualified ground instructor or other qualified/designated personnel) to conduct aircraft dispatcher competency checks, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 3 Section 1 Paragraph 641, 3. Check at the records repository that the certificate holder's air transportation supervisors were current and qualified dispatchers for the operator, when they conducted aircraft dispatcher competency checks, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113, 	
<p>1.6 Were the Certificate Holder's competency checks comprehensive in their content?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the training center that the Certificate Holder is conducting competency checks for the operational segments in which the aircraft dispatcher will become qualified, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1111A 2. Check at the training center that competency checks are a comprehensive evaluation in which an appropriately qualified supervisor or instructor (designated air transportation supervisor) observes all aspects of the dispatch function, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113A, 3. Check at the training center that competency checks for initial new-hires includes all types of aircraft the dispatcher will be qualified to dispatch, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113B(1), 4. Check at the training center that initial new-hire competency checks are comprehensive enough to allow the dispatcher candidate to adequately demonstrate knowledge and ability in normal and abnormal situations, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113B(1), 5. Check at the training center that initial equipment and transition competency checks are limited solely to the dispatch of aircraft types on which the aircraft dispatcher is qualifying, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113B(2) 6. Check at the training center that recurrent and requalification competency checks encompass a representative sample of aircraft and routes for which the aircraft dispatcher is maintaining qualification, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113B(3) 7. Check at the training center that the aircraft dispatcher is observed and evaluated conducting extended, twin-engine, overwater 	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

<p>procedures (ETOPS), or operations conducted according to paragraphs B43 or B44 of the Ops Specs, during a competency check by an appropriate qualified supervisor or instructor, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113B(4)</p> <p>8. Check at the training center that the aircraft dispatcher candidate dispatches all flights in the time the operator normally allows a fully qualified dispatcher to complete his/her work, and the outcome of the dispatch competency check must never be in question, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1113C</p>	
<p>1.7 Did the Certificate Holder expose dispatchers to a representative sample of routes and type aircraft during operational familiarization flights? <i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the records repository that each qualifying aircraft dispatcher selected flights for operations familiarization that were representative of the areas in which the dispatcher became qualified, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1115A(1) 2. Check at the records repository that aircraft dispatchers were exposed to different routes and terminal areas in the aircraft dispatcher's areas of responsibilities on operational familiarization flights, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1115A(1) 3. Check at the records repository that aircraft dispatchers responsible for extended over-water routes, ETOPS, and operations involving authorizations of paragraph B43 and/or B44 are provided operational familiarization over those routes, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1115A(2) 4. Check at the records repository that when aircraft dispatchers received operational familiarization in a simulator, the 5 hours were accomplished by observing line-oriented flight training (LOFT) and cockpit resource management training of flight crewmembers and was not reduced, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1115C 5. Check at the records repository that the dispatcher completed flight operating familiarization in an aircraft of each group at least once every 24 calendar months, in accordance with the Certificate Holder's design. <i>Sources:</i> 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1115C 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
<p>1.8 Were instructors following the lesson plan for the appropriate curriculum segment? <i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including interpretation of weather data, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.422(a)(1)(ii); 121.135(a)(1) 2. 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable</p>

- Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including forecasting of enroute temperatures, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(ii); 121.135(a)(1)
3. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including forecasting of terminal temperatures, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(ii); 121.135(a)(1)
 4. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including forecasting of other weather conditions, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(ii); 121.135(a)(1)
 5. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including frontal systems, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(ii); 121.135(a)(1)
 6. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including wind conditions, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(ii); 121.135(a)(1)
 7. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including the use of actual and prognostic weather charts for various altitudes, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(ii); 121.135(a)(1)
 8. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including the NOTAM system, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(iii); 121.135(a)(1)
 9. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including navigation aids and appropriate publications, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(iv); 121.135(a)(1)
 10. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including joint dispatcher–pilot responsibilities, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(v); 121.135(a)(1)
 11. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including characteristics of appropriate airports, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(vi); 121.135(a)(1)
 12. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including prevailing weather phenomena and the available sources of weather information, in

- accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(vii); 121.135(a)(1)
13. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including air traffic control and instrument approach procedures, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(viii); 121.135(a)(1)
 14. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including approved dispatcher resource management (DRM) initial training, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(1)(ix); 121.135(a)(1)
 15. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including for each airplane, a general description of the airplane emphasizing operating and performance characteristics, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(i); 121.135(a)(1)
 16. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, navigation equipment, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(i); 121.135(a)(1)
 17. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, instrument approach and communication equipment, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(i); 121.135(a)(1)
 18. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, emergency equipment and procedures, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(i); 121.135(a)(1)
 19. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, other subjects having a bearing on dispatcher duties, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(i); 121.135(a)(1)
 20. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, flight operations procedures including procedures in 121.419(a)(2)(ii), in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(ii); 121.135(a)(1)
 21. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, weight and balance computations, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(iii); 121.135(a)(1)
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- Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, basic airplane performance dispatch requirements and procedures, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(iv); 121.135(a)(1)
23. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, flight planning, including track selection, flight time analysis and fuel requirements, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(v); 121.135(a)(1)
24. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, including, for each airplane, emergency procedures, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(2)(vi); 121.135(a)(1)
25. Check at the training center that the Certificate Holder is emphasizing, in initial and transition ground training, emergency procedures, including the alerting of proper governmental, company and private agencies during emergencies, to give maximum help to an airplane in distress, in accordance with the Certificate Holder's design.
Sources: 121.422(a)(3); 121.135(a)(1)
26. Check at the training center that the Certificate Holder is providing appropriate instructions relevant to Aircraft Dispatcher training, for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
27. Check at the training center that the Certificate Holder is instructing in the subjects required for initial ground training by 121.415(a), during recurrent training, in accordance with the Certificate Holder's design.
Sources: 121.427(b)(2); 121.135(a)(1)
28. Check at the training center that the Certificate Holder is conducting DRM training during recurrent training, in accordance with the Certificate Holder's design.
Sources: 121.427(b)(4); 121.135(a)(1)
29. Check at the training center that the Certificate Holder is providing instruction during recurrent ground training of at least 8 programmed hours for Group I reciprocating powered airplanes, in accordance with the Certificate Holder's design.
Sources: 121.427(c)(4)(i); 121.135(a)(1)
30. Check at the training center that the Certificate Holder is providing instruction during recurrent ground training of at least 10 programmed hours of instruction for Group I turbo propeller powered airplanes, in accordance with the Certificate Holder's design.
Sources: 121.427(c)(4)(ii); 121.135(a)(1)
31. Check at the training center that the Certificate Holder is providing instruction during recurrent ground training of at least 20

- programmed hours of instruction for Group II airplanes, in accordance with the Certificate Holder's design.
Sources: 121.427(c)(4)(iii); 121.135(a)(1)
32. Check at the training center that the Certificate Holder is keeping current, appropriate instructions relevant to Aircraft Dispatcher training, for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
33. Check at the training center that the Certificate Holder is conducting training that meets the requirements of Appendix I to Part 121 for Aircraft Dispatchers, as specified in 121.429(a), in accordance with the Certificate Holder's design.
Sources: 121.429(a); 121.135(a)(1)
34. Check at the training center that the Certificate Holder is conducting training that meets the requirements of Appendix I to Part 121 for Aircraft Dispatcher supervisors, as specified in 121.429(a), in accordance with the Certificate Holder's design.
Sources: 121.429(a); 121.135(a)(1)
35. Check at the training center that the Certificate Holder is providing instructions to allow a dispatcher serving in domestic or flag operations who is qualified to dispatch airplanes through one segment of an operation to dispatch airplanes to another segment of an operation after coordinating with dispatchers qualified in those other segments, in accordance with the Certificate Holder's design.
Sources: 121.463(d); 121.135(b)(1)
36. Check at the training center that the Certificate Holder is instructing dispatchers, during initial ground training, in specific requirements of the approved de-ice/anti-ice program and each person's responsibilities and duties under the approved program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(i); 121.135(a)(1)
37. Check at the training center that the Certificate Holder is instructing other affected personnel, during initial ground training, in specific requirements of the approved de-ice/anti-ice program and each person's responsibilities and duties under the approved program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(i); 121.135(a)(1)
38. Check at the training center that the Certificate Holder is instructing dispatchers, during recurrent ground training, in specific requirements of the approved de-ice/anti-ice program and each person's responsibilities and duties under the approved program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(i); 121.135(a)(1)
39. Check at the training center that the Certificate Holder is instructing other affected personnel, during recurrent ground training, in specific requirements of the approved de-ice/anti-ice program and each person's responsibilities and duties under the approved program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(i); 121.135(a)(1)

40. Check at the training center that the Certificate Holder specifically covers the use of holdover times, in the approved ground deicing / anti-icing training program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(i); 121.135(a)(1)
41. Check at the training center that the Certificate Holder specifically covers aircraft deicing/anti-icing procedures, including inspection and check procedures and responsibilities, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(ii); 121.135(a)(1)
42. Check at the training center that the Certificate Holder specifically covers communications procedures, in the approved ground deicing / anti-icing training program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(iii); 121.135(a)(1)
43. Check at the training center that the Certificate Holder specifically covers aircraft surface contamination (i.e., adherence of frost, ice, or snow) and critical area identification, and how contamination adversely affects aircraft performance and flight characteristics, in the approved ground deicing / anti-icing training program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(iv); 121.135(a)(1)
44. Check at the training center that the Certificate Holder specifically covers types and characteristics of deicing/anti-icing fluids, in the approved ground deicing / anti-icing training program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(v); 121.135(a)(1)
45. Check at the training center that the Certificate Holder specifically covers cold weather preflight inspection procedures in the approved ground deicing / anti-icing training program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(vi); 121.135(a)(1)
46. Check at the training center that the certificate specifically covers techniques for recognizing contamination on the aircraft in the approved ground deicing / anti-icing training program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(vii); 121.135(a)(1)
47. Check at the training center that instruction in the "duties and responsibilities" module of aircraft dispatcher basic indoctrination, includes specifics in how and by whom all required operational control functions are to be accomplished, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 A
48. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes the policies and procedures that ensure the aircraft dispatcher and the operator are in compliance with the FAR's during flight operations, in accordance with the Certificate Holder's design.

- Sources:* 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B
49. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Subpart I of Part 121, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(1)
50. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Subpart P of Part 121, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(1)
51. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Subpart Q & R of Part 121, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(1)
52. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Subpart T of Part 121, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(1)
53. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Subpart U of Part 121, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(1)
54. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Subpart V of Part 121, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(1)
55. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Part 91, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(2)
56. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Subpart C, Part 65.51, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(2)

57. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes Parts 107 &108, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(2)
58. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes HMR 175, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(2)
59. Check at the training center that instruction in the "appropriate provisions of the FAR's" module of aircraft dispatcher basic indoctrination, includes NTSB 830, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 B(2)
60. Check at the training center that instruction in the "contents of the operator's operating certificate and operations specifications" module of aircraft dispatcher basic indoctrination training includes specific operations that the operator may conduct, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 C
61. Check at the training center that instruction in the " appropriate portions of the operators manual" module of aircraft dispatcher basic indoctrination includes training on the organization and content of relevant sections of the operator's manuals, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1073 D
62. Check at the training center that the Certificate Holder is conducting instruction in as many training modules as necessary during basic indoctrination to ensure adequate training, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1075,
63. Check at the training center that the Certificate Holder conducts instruction, which follows the outline for each training module, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1075
64. Check at the training center that dispatcher students are receiving adequate training by instruction in the approved training modules, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1075 A
65. Check at the training center that the Certificate Holder conducts instruction in basic indoctrination which includes the training modules required by FAR 121.415(a) and is counted toward the required hours, in accordance with the Certificate Holder's design.

- Sources:* 8400.10 Volume 3 Section 3 Paragraph 1075 B(2)
66. Check at the training center that the Certificate Holder instructs from the training program outline showing the training modules listed in the curriculum segment designated by the FAR's, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1075 B(3)
67. Check at the training center that the Certificate Holder is conducting aircraft dispatcher basic indoctrination training that meets or exceeds the 40 hour minimum regulatory requirement, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1079
68. Check at the training center that the certificate holder, during dispatcher initial training, is placing strong emphasis on weather interpretation and adverse weather conditions during required meteorology instruction, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093A
69. Check at the training center that sufficient aircraft system instructions and information applicable to specific dispatcher duties and responsibilities are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093 (B)(1)
70. Check at the training center that differences, which affect aircraft dispatcher duties, such as operating characteristics, performance limitations, or MELs, are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093 (B)(3),
71. Check at the training center that dispatch operations procedures for each type of aircraft, including dispatch release preparation, are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
72. Check at the training center that dispatch operations procedures for each type of aircraft, including crew briefings, are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
73. Check at the training center that dispatch operations procedures for each type of aircraft, including flight monitoring procedures, are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
74. Check at the training center that dispatch operations procedures for each type of aircraft, flight crew response to emergency situations, are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
75. Check at the training center that dispatch operations procedures for each type of aircraft that includes instructions in MEL/CDL procedures are taught, in accordance with the Certificate Holder's

- design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
76. Check at the training center that dispatch operations procedures for each type of aircraft that includes instructions in manual performance in case of loss of automated capabilities are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
77. Check at the training center that dispatch operations procedures for each type of aircraft that includes instructions in training in appropriate geographic areas are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
78. Check at the training center that dispatch operations procedures for each type of aircraft that includes instructions in radio/telephone procedures are taught, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1093C
79. Check at the training center that the Certificate Holder is providing initial equipment training for current and qualified aircraft dispatchers that are qualifying to dispatch an aircraft of a different group, such as turbojet, turbo-propeller, or reciprocating engine type airplanes, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1095B,
80. Check at the training center that the Certificate Holder is providing transition training to qualify a current and qualified aircraft dispatcher in a new type of aircraft of the same group, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1095C,
81. Check at the training center that the Certificate Holder is conducting requalification training to restore an unqualified dispatcher to a qualified status, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1111C,
82. Check at the training center that the Certificate Holder is providing appropriate instructions relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
83. Check at the training center that the Certificate Holder is keeping current appropriate instructions relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
84. Check at the training center that the Certificate Holder is it is adequately training Aircraft Dispatchers in the carriage and handling of dangerous articles, in accordance with the Certificate Holder's design.

- Sources:* 121.401(a)(1); 121.135(b)(1)
85. Check at the training center that the Certificate Holder is adequately training aircraft dispatchers in the carriage and handling of magnetized materials, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(1); 121.135(b)(1)
86. Check at the training center that the Certificate Holder is instructing newly hired Aircraft Dispatchers, during basic indoctrination ground training, in at least the following: duties and responsibilities of dispatchers, as applicable, in accordance with the Certificate Holder's design.
Sources: 121.415(a)(1)(i); 121.135(a)(1)
87. Check at the training center that the Certificate Holder is instructing newly hired Aircraft Dispatchers, during basic indoctrination ground training, in at least the following: appropriate provisions of the Federal Aviation Regulations, in accordance with the Certificate Holder's design.
Sources: 121.415(a)(1)(ii); 121.135(a)(1)
88. Check at the training center that the Certificate Holder is instructing newly hired Aircraft Dispatchers, during basic indoctrination ground training, in at least the following: contents of the certificate holder's operating certificate and operations specifications, in accordance with the Certificate Holder's design.
Sources: 121.415(a)(1)(iii); 121.135(a)(1)
89. Check at the training center that the Certificate Holder is instructing newly hired Aircraft Dispatchers, during basic indoctrination ground training, in at least the following: appropriate portions of the certificate holder's operating manual, in accordance with the Certificate Holder's design.
Sources: 121.415(a)(1)(iv); 121.135(a)(1)
90. Check at the training center that the Certificate Holder is providing additional differences training, as necessary, to ensure that each dispatcher is adequately trained, in accordance with the Certificate Holder's design.
Sources: 121.415(d); 121.135(a)(1)
91. Check at the training center that the Certificate Holder is instructing in subjects and procedures specified in 121.422 for aircraft dispatcher transition training, in accordance with the Certificate Holder's design.
Sources: 121.415(f); 121.135(a)(1)
92. Check at the training center that the Certificate Holder is instructing the reduced programmed hours in transition training as provided in 121.405, in accordance with the Certificate Holder's design.
Sources: 121.415(f); 121.135(a)(1)
93. Check at the training center that the Certificate Holder is omitting instruction of particular subjects and procedures in transition training as provided in 121.405, in accordance with the Certificate Holder's design.
Sources: 121.415(f); 121.135(a)(1)
- 94.

- Check at the training center that the Certificate Holder is instructing differences training which consists of at least, instruction in each appropriate subject or part thereof, as required for initial ground training in the airplane, as applicable to Aircraft Dispatcher assigned duties and responsibilities, in accordance with the Certificate Holder's design.
Sources: 121.418(a)(1); 121.135(a)(1)
95. Check at the training center that the Certificate Holder is excluding subjects or parts thereof from differences training, as approved by the Administrator, that are not necessary to dispatcher duties and responsibilities from, otherwise required by initial ground training, in accordance with the Certificate Holder's design.
Sources: 121.418(a)(3); 121.135(a)(1)
96. Check at the training center that the Certificate Holder is instructing procedures in initial and transition ground training for recognizing and avoiding severe weather situations for each airplane type, in accordance with the Certificate Holder's design.
Sources: 121.419(a)(2)(vi)(A); 121.135(b)(24)
97. Check at the training center that the Certificate Holder is instructing procedures in initial and transition ground training for escaping from severe weather situations in case of inadvertent encounters, including low altitude windshear, for each airplane type, in accordance with the Certificate Holder's design.
Sources: 121.419(a)(2)(vi)(B); 121.135(b)(24)
98. Check at the training center that the Certificate Holder is instructing procedures in initial and transition ground training for operating in or near thunderstorms for each airplane type, in accordance with the Certificate Holder's design.
Sources: 121.419(a)(2)(vi)(C); 121.135(b)(24)
99. Check at the training center that the Certificate Holder is instructing procedures in initial and transition ground training for operating in turbulent air, including clear air turbulence, for each airplane type, in accordance with the Certificate Holder's design.
Sources: 121.419(a)(2)(vi)(C); 121.135(b)(24)
100. Check at the training center that the Certificate Holder is instructing procedures in initial and transition ground training for operating in icing conditions for each airplane type, in accordance with the Certificate Holder's design.
Sources: 121.419(a)(2)(vi)(C); 121.135(b)(24)
101. Check at the training center that the Certificate Holder is instructing procedures in initial and transition ground training for operating in hail for each airplane type, in accordance with the Certificate Holder's design.
Sources: 121.419(a)(2)(vi)(C); 121.135(b)(24)
102. Check at the training center that the Certificate Holder is instructing procedures in initial and transition ground training for operating in other potentially hazardous meteorological conditions for each airplane type, in accordance with the Certificate Holder's design.
Sources: 121.419(a)(2)(vi)(C); 121.135(b)(24)
- 103.

<p>Check at the training center that the Certificate Holder is instructing in initial and transition ground training, the use of communications systems, characteristics of communications systems, appropriate normal and emergency procedures, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.422(a)(1)(i); 121.135(a)(1)</p> <p>104. Check at the training center that the Certificate Holder is instructing in initial and transition ground training, meteorology, including various types of meteorological information and forecasts, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.422(a)(1)(ii); 121.135(a)(1)</p>	
<p>1.9 Did instructors maintain appropriate records in accordance with the approved training program?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the records repository that aircraft dispatchers have satisfactorily completed recurrent ground training and a competency check in the preceding 12 calendar months, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.433(c)(1)(ii); 121.135(b)(1) 2. Check at the records repository that the Certificate Holder has not used a person, nor has a person served as an aircraft dispatcher in domestic or flag operations for a particular airplane group unless that person satisfactorily completed all required dispatcher training, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.463(a)(1); 121.135(b)(1) 3. Check at the records repository when a dispatcher has completed initial training for another type airplane of the same group, that all required transition training has been satisfactorily accomplished, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.463(a)(1); 121.135(b)(1) 4. Check at the records repository that each aircraft dispatcher has completed 5 hours of operating familiarization under operations conducted under part 121 from the flight deck or, for airplanes without an observer seat on the flight deck, from a forward passenger seat with headset or speaker, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.463(a)(2); 121.135(b)(1) 5. Check at the records repository that the Certificate Holder has allowed for the reduction of the 5 hours of operating familiarization requirement to a minimum of 2 ½ hours by substituting one additional takeoff and landing for an hour of flight time, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.463(a)(2); 121.135(b)(1) 6. Check at the records repository that the Certificate 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>

- Holder has allowed a person to serve as an aircraft dispatcher, for only 90 days or less, without meeting the 5 hours of operating familiarization, after the initial introduction of the airplane into operations under part 121, in accordance with the Certificate Holder's design.
Sources: 121.463(a)(2); 121.135(b)(1)
7. Check at the records repository that no person served as an aircraft dispatcher for a particular type airplane unless that person has satisfactorily completed differences training, if applicable, in accordance with the Certificate Holder's design.
Sources: 121.463(b); 121.135(b)(1)
 8. Check at the records repository that no person served as an aircraft dispatcher in domestic or flag operations unless they completed at least 5 hours of operating familiarization in the preceding 12 calendar months, in one of the types of aircraft in each group to be dispatched, in accordance with the Certificate Holder's design.
Sources: 121.463(c); 121.135(b)(1)
 9. Check at the records repository the Certificate Holder has allowed for the reduction of the 5 hours of operating familiarization requirement to a minimum of 2 ½ hours by substituting one additional takeoff and landing for an hour of flight time, in accordance with the Certificate Holder's design.
Sources: 121.463(c); 121.135(a)(1)
 10. Check at the records repository that the Certificate Holder has not reduced the 5-hour operating familiarization requirement, when using a simulator for each airplane group approved under 121.407, in accordance with the Certificate Holder's design.
Sources: 121.463(c); 121.135(a)(1)
 11. Check at the records repository, that aircraft dispatchers and other affected personnel are qualified in the specific requirements of the approved de-ice/anti-ice program, in accordance with the Certificate Holder's design.
Sources: 121.629(c)(2)(i); 121.135(b)(1)
 12. Check at the records repository that the Certificate Holder has documented the training of each dispatch ground instructor, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 2 Section 1 Paragraph 667 C 121.135(a)(1)
 13. Check at the records repository that the Certificate Holder has documented the training of each air transportation supervisor, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 2 Section 1 Paragraph 667 C

14. Check at the records repository that the Certificate Holder has documented the qualifications of each dispatch ground instructor, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 2 Section 1 Paragraph 667 C
15. Check at the records repository that the Certificate Holder has documented the qualifications of each air transportation supervisor, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 2 Section 1 Paragraph 667 C
16. Check at the records repository that the Certificate Holder is maintaining a program that qualifies and trains air transportation supervisors, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 2 Section 1 Paragraph 669
17. Check at the records repository that air transportation supervisors have satisfactorily completed the appropriate training curriculum, competency check and recurrent training, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 2 Section 1 Paragraph 669
18. Check at the records repository that the initial new-hire category of training was used to qualify personnel who have not had previous dispatcher experience with the operator, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 1 Paragraph 1051 A
19. Check at the records repository that the initial equipment category of training was used to qualify an aircraft dispatcher who has previously trained and qualified as an aircraft dispatcher on one group of aircraft and is now qualifying on an aircraft in another group, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 1 Paragraph 1051 B
20. Check at the records repository that the transition category of training was used to qualify an aircraft dispatcher who has previously trained and qualified as an aircraft dispatcher on an aircraft type and is now qualifying on another aircraft type of the same group, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 1 Paragraph 1051 C
21. Check at the records repository that the recurrent category of training was used to qualify an aircraft

dispatcher who has been trained and qualified by the operator, and who must receive recurrent training and a competency check within the appropriate eligibility period to maintain currency.

Sources: 8400.10 Volume 3 Chapter 5 Section 1 Paragraph 1051 D

22. Check at the records repository that the requalification category of training was used to requalify an aircraft dispatcher who was trained and qualified by the operator, but who became unqualified due to not having satisfactorily completed recurrent training, a competency check, or operational familiarization within the appropriate eligibility period, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 1 Paragraph 1051 E
23. Check at the records repository that each person required to train under the specific dispatcher training curriculum has completed that training.
Sources: 8400.10 Volume 3 Chapter 5 Section 1 Paragraph 1053 A
24. Check at the records repository that training given on subjects other than what is required by the FAR's, were included and taken credit for in aircraft basic indoctrination, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1071 C
25. Check at the records repository that authorized instructors or supervisors have certified the completion of a curriculum segment by an aircraft dispatcher student, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 3 Paragraph 1077
26. Check at the records repository that the Certificate Holder is completing competency checks or operational familiarization in the calendar month before, in the calendar month due, or in the calendar month after the training/checking month, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1111B(2),
27. Check at the training center that the Certificate Holder is conducting competency checks as part of the requalification category of training for the operational segment in which the aircraft dispatcher is qualified, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1111C,

28. Check at the records repository that the dispatcher candidate completed 5 hours of operational familiarization in one aircraft of each group when initially qualifying. This 5 hours may have been reduced to 2.5 hours with the substitution of 1 hour for each additional takeoff and landing when accomplished in an aircraft, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1115
29. Check at the records repository that each aircraft dispatcher has completed recurrent training every 12 calendar months, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1121A
30. Check at the records repository that aircraft dispatcher recurrent training program covered all initial training curriculum subjects once every 3 years, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1121C
31. Check at the records repository that airplane training for dispatchers was not given to the exclusion of other required recurrent training, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1121C(2)
32. Check at the records repository that aircraft dispatchers who have become non-current over a segment or geographic area receive re-familiarization training, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1123
33. Check at the records repository that aircraft dispatchers that have become non-current due to a failed competency check, incomplete recurrent training, or incomplete operational familiarization during the previous 12 calendar months are provided requalification training, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 5 Paragraph 1125
34. Check at the records repository that the Certificate Holder has established each dispatcher's base month for required recurrent training, in accordance with the Certificate Holder's design.
Sources: 121.401(b); 121.135(a)(1)
35. Check at the records repository that the Certificate Holder has established each dispatcher's base month for the required dispatcher competency check, in

- accordance with the Certificate Holder's design.
Sources: 121.401(b); 121.135(a)(1)
36. Check at the records repository that required dispatcher recurrent training was accomplished in the calendar month before, during or after the required recurrent training calendar month, in accordance with the Certificate Holder's design.
Sources: 121.401(b); 121.135(a)(1)
37. Check at the records repository that required dispatcher competency check was accomplished in the calendar month before, during or after the required competency check calendar month, in accordance with the Certificate Holder's design.
Sources: 121.401(b); 121.135(a)(1)
38. Check at the records repository that Aircraft Dispatcher instructor(s) have certified to the proficiency of the Aircraft Dispatcher upon completion of the training, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
39. Check at the records repository that Aircraft Dispatcher instructor(s) have certified to the knowledge of the Aircraft Dispatcher upon completion of the training, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
40. Check at the records repository that Aircraft Dispatcher supervisor(s) have certified to the proficiency of the Aircraft Dispatcher upon completion of the training, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
41. Check at the records repository that Aircraft Dispatcher supervisor(s) have certified to the knowledge of the Aircraft Dispatcher upon completion of the training, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
42. Check at the records repository that Aircraft Dispatcher instructor(s) have certified to the proficiency of the Aircraft Dispatcher, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
43. Check at the records repository that Aircraft Dispatcher instructor(s) have certified to the knowledge of the Aircraft Dispatcher upon completion of the competency check, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
44. Check at the records repository that Aircraft Dispatcher supervisor(s) have certified to the proficiency of the Aircraft Dispatcher upon completion of the competency check, in accordance with the Certificate Holder's design.

- Sources:* 121.401(c); 121.135(b)(1)
45. Check at the records repository that Aircraft Dispatcher supervisor(s) have certified to the knowledge of the Aircraft Dispatcher upon completion of the competency check, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
46. Check at the records repository that the Certificate Holder has Aircraft Dispatcher training records, in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
47. Check at the records repository that each record of Aircraft Dispatcher training has been certified in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
48. Check at the records repository that each record of Aircraft Dispatcher checks has been certified in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
49. Check at the records repository that the certified training records have been made a permanent part of each Aircraft Dispatcher training record in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
50. Check at the records repository that each certified record has been identified with a certified instructor in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
51. Check at the records repository that each certified record has been identified with a certified supervisor in accordance with the Certificate Holder's design.
Sources: 121.401(c); 121.135(b)(1)
52. Check at the records repository that the Certificate Holder has not utilized an Aircraft Dispatcher after March 19, 1999, that has not completed a Dispatch Resource Management (DRM) initial training course with the certificate holder.
Sources: 121.404; 121.135(b)(1)
53. Check at the records repository that the Certificate Holder has not utilized an Aircraft Dispatcher after March 19, 1999, who has not completed a Dispatch Resource Management (DRM) initial training course with another certificate holder.
Sources: 121.404; 121.135(b)(1)
54. Check at the records repository that the Certificate Holder is crediting all or part of initial ground DRM training received before March 19, 1999, in accordance with the Certificate Holder's design.
Sources: 121.406(c); 121.135(b)(24)

<p>55. Check at the records repository that the training aids, devices, methods and procedures used in a previous voluntary DRM program for which the Certificate Holder received credit met the quality of an approved DRM initial ground training program for aircraft dispatcher training, in accordance with the Certificate Holder's design. <i>Sources: 121.406(d); 121.135(b)(24)</i></p>	
<p>1.10 Did the Certificate Holder have a properly approved training program that included appropriate programmed hours and any reductions in training hours?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the air carrier specified location that it has obtained initial approval for an Aircraft Dispatcher training program, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(1); 121.135(b)(1)</i> 2. Check at the training center that the Certificate Holder is providing instruction, in initial ground training, of at least the programmed hours in the subjects specified in 121.422(a) and 121.415(a) unless reduced under 121.405, in accordance with the Certificate Holder's design. <i>Sources: 121.422(c); 121.135(a)(1)</i> 3. Check at the training center that the Certificate Holder is providing instruction, in initial ground training, of at least 30 programmed hours for Group I Reciprocating powered airplanes, in accordance with the Certificate Holder's design. <i>Sources: 121.422(c)(1)(i); 121.135(a)(1)</i> 4. Check at the training center that the Certificate Holder is providing instruction, in initial ground training, of at least 40 programmed hours for Group I Turbo propeller powered airplanes, in accordance with the Certificate Holder's design. <i>Sources: 121.422(c)(1)(ii); 121.135(a)(1)</i> 5. Check at the training center that the Certificate Holder is providing instruction, in initial ground training, of at least 40 programmed hours for Group II airplanes, in accordance with the Certificate Holder's design. <i>Sources: 121.422(c)(2); 121.135(a)(1)</i> 6. Check at the training center that the Certificate Holder is conducting recurrent ground training consisting of the programmed hours specified in 121.427(c)(4), unless reduced under 121.405, in accordance with the Certificate Holder's design. <i>Sources: 121.427(c); 121.135(a)(1)</i> 7. Check at the air carrier specified location that no person, except as provided in paragraph 121.629(d) of this section, took off an aircraft when frost, ice or snow were reasonably expected to adhere to the aircraft, unless the Certificate Holder has an approved ground deicing/anti-icing program in its operations specifications and unless the takeoff complied with that program, in accordance with the Certificate Holder's design. 	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>

- Sources:* 121.629(c); 121.135(b)(1)
8. Check at the training center that the certificate holder's dispatcher training program contains only those categories approved, in accordance with the Certificate Holder's design.
Sources: 8400.10 Volume 3 Chapter 5 Section 1 Paragraph 1053
 9. Check at the air carrier specified location that it has obtained final approval for an aircraft dispatcher training program, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(1); 121.135(b)(1)
 10. Check at the training center that the approved programmed hours of training are being applied, in accordance with the Certificate Holder's design.
Sources: 121.403(b)(5); 121.135(b)(24)
 11. Check at the training center that the Certificate Holder has a copy of each statement issued by the Administrator under 121.405(d) for reduction of programmed hours of training in accordance with the Certificate Holder's design.
Sources: 121.403(b)(6); 121.135(b)(24)
 12. Check at the training center that the certificate holder's Dispatch Resource Management (DRM) training course is approved in accordance with the Certificate Holder's design.
Sources: 121.404; 121.135(b)(1)
 13. Check at the training center that the Certificate Holder has submitted a curriculum that provided enough information for preliminary evaluation to obtain initial, final, and revision approvals by submitting an outline of the proposed training program to the Administrator, in accordance with the Certificate Holder's design.
Sources: 121.405(a)(1); 121.135(b)(24)
 14. Check at the training center that the Certificate Holder submitted additional information if requested by the Administrator during initial, final, and revision approvals, in accordance with the Certificate Holder's design.
Sources: 121.405(a)(2); 121.135(b)(24)
 15. Check at the training center that any deficiencies of the approved training program found by the Administrator after initial approval are being corrected in accordance with the Certificate Holder's design.
Sources: 121.405(b); 121.135(b)(24)
 16. Check at the training center that the Certificate Holder is making the required changes, should the Administrator find revisions are necessary for the continued adequacy of a training program, in accordance with the Certificate Holder's design.
Sources: 121.405(e); 121.135(b)(24)
 17. Check at the training center that the Certificate Holder has, within 30 days of the Administrator's notice, filed a petition for the Administrator to reconsider revising the training program, in accordance with the Certificate Holder's design.
Sources: 121.405(e); 121.135(b)(24)
 18. Check at the training center that the Certificate Holder has basic indoctrination ground training for newly hired Aircraft Dispatchers of

<p>at least 40 hours of instruction, unless reduced under 121.405 or as specified in 121.401(d), in accordance with the Certificate Holder's design.</p> <p><i>Sources: 121.415(a)(1)(i); 121.135(a)(1)</i></p>	
<p>1.11 Did the training center provide adequate materials, forms, evaluations, procedures, and training aids?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the training center that the Certificate Holder is keeping current, examinations relevant to Aircraft Dispatcher training, for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 2. Check at the training center that the Certificate Holder that it currently has appropriate forms relevant to Aircraft Dispatcher training, for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 3. Check at the training center that the Certificate Holder is keeping current, appropriate forms relevant to Aircraft Dispatcher training, for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 4. Check at the training center that the Certificate Holder is providing appropriate procedures relevant to Aircraft Dispatcher training, for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 5. Check at the training center that the Certificate Holder is keeping current, appropriate procedures relevant to Aircraft Dispatcher training, for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 6. Check at the training center that the Certificate Holder is providing appropriate training materials relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 7. Check at the training center that the Certificate Holder is keeping current, appropriate training materials relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 8. Check at the training center that the Certificate Holder is providing appropriate examinations relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i> 9. Check at the training center that the Certificate Holder is keeping current, appropriate examinations relevant to Aircraft Dispatcher 	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

- checks for each airplane type, including variations if applicable.
Sources: 121.401(a)(3); 121.135(b)(1)
10. Check at the training center that the Certificate Holder is providing appropriate forms relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
 11. Check at the training center that the Certificate Holder is keeping current, appropriate forms relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
 12. Check at the training center that the Certificate Holder is providing appropriate procedures relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
 13. Check at the training center that the Certificate Holder is keeping current, appropriate procedures relevant to Aircraft Dispatcher checks for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
 14. Check at the training center that the Certificate Holder is utilizing training devices that are approved for Aircraft Dispatcher training in accordance with the Certificate Holder's design.
Sources: 121.403(b)(2); 121.135(b)(24)
 15. Check at the training center that the Certificate Holder is utilizing training mockups that are approved for Aircraft Dispatcher training in accordance with the Certificate Holder's design.
Sources: 121.403(b)(2); 121.135(b)(24)
 16. Check at the training center that the Certificate Holder is utilizing system trainers that are approved for Aircraft Dispatcher training in accordance with the Certificate Holder's design.
Sources: 121.403(b)(2); 121.135(b)(24)
 17. Check at the training center that the Certificate Holder is utilizing procedure trainers that are approved for Aircraft Dispatcher training in accordance with the Certificate Holder's design.
Sources: 121.403(b)(2); 121.135(b)(24)
 18. Check at the training center that the Certificate Holder has appropriate training materials relevant to Aircraft Dispatcher training, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(2); 121.135(b)(1)
 19. Check at the training center that the Certificate Holder is providing current appropriate training materials for each airplane type, including variations if applicable, in accordance with the Certificate Holder's design.
Sources: 121.401(a)(3); 121.135(b)(1)
 20. Check at the training center that the Certificate Holder is providing appropriate examinations for each airplane type, including variations

if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.401(a)(3); 121.135(b)(1)</i>	
<p>1.12 Did the training center provide adequate training, practice, and competency checks to ensure dispatcher competence and proficiency?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the training center that the certificate holder's recurrent training ensures that each Aircraft Dispatcher is adequately trained with respect to the type airplane, including differences training if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.427(a); 121.135(a)(1)</i> 2. Check at the training center that the certificate holder's recurrent training ensures that each Aircraft Dispatcher is currently proficient with respect to the type airplane, including differences training if applicable, in accordance with the Certificate Holder's design. <i>Sources: 121.427(a); 121.135(a)(1)</i> 3. Check at the training center that the Certificate Holder is conducting a quiz or other review to determine the state of the dispatcher's knowledge with respect to the airplane involved, during recurrent training, in accordance with the Certificate Holder's design. <i>Sources: 121.427(b)(1); 121.135(a)(1)</i> 4. Check at the training center that the Certificate Holder is conducting a competency check during recurrent ground training as required by 121.422(b), in accordance with the Certificate Holder's design. <i>Sources: 121.427(b)(3); 121.135(a)(1)</i> 5. Check at the training center that aircraft dispatchers serving in domestic or flag operations remain familiar with all essential operating procedures for that segment of the operation over which the aircraft dispatcher exercises jurisdiction, in accordance with the Certificate Holder's design. <i>Sources: 121.463(d); 121.135(b)(1)</i> 6. Check at the training center that the Certificate Holder is utilizing the information that applies to the airplane groups, terms, and definitions as stated in 121.400, in accordance with the Certificate Holder's design. <i>Sources: 121.463(e); 121.135(a)(1)</i> 7. Check at the training center that the program hours of transition training are ensuring the aircraft dispatcher is knowledgeable and proficient with respect to the new aircraft type, in accordance with the Certificate Holder's design. <i>Sources: 8400.10 Volume 3 Chapter 5 Section 4 Paragraph 1097,</i> 8. Check at the training center that the Certificate Holder is ensuring each person who successfully completes the training, is adequately trained to perform his assigned duties, in accordance with the Certificate Holder's design. <i>Sources: 121.405(c); 121.135(b)(24)</i> 9. Check at the training center that the aircraft dispatchers are receiving practice, in addition to ground training and instruction, as necessary to remain adequately trained and currently proficient with respect to the airplane and type of operation in which they serve, in 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<p>accordance with the Certificate Holder's design. <i>Sources:</i> 121.415(g)(1); 121.135(a)(1)</p> <p>10. Check at the training center that the aircraft dispatchers are receiving practice, in addition to ground training and instruction, as necessary to become qualified in new equipment, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.415(g)(2); 121.135(a)(1)</p> <p>11. Check at the training center that the aircraft dispatchers are receiving practice, in addition to ground training and instruction, as necessary to become qualified in facilities, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.415(g)(2); 121.135(a)(1)</p> <p>12. Check at the training center that the aircraft dispatchers are receiving practice, in addition to ground training and instruction, as necessary to become qualified in procedures and techniques, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.415(g)(2); 121.135(a)(1)</p> <p>13. Check at the training center that the aircraft dispatchers are receiving practice, in addition to ground training and instruction, as necessary to become qualified in modifications to airplanes, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.415(g)(2); 121.135(a)(1)</p>	
<p>1.13 Was the curriculum in the training program comprehensive, without duplication within subject areas?</p> <p><i>Related Performance JTI's:</i></p> <p>1. Check at the training center that the Certificate Holder is not duplicating previous training subjects that have been completed during prior training for another airplane, except for recurrent training, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(d); 121.135(a)(1)</p> <p>2. Check at the training center that the Certificate Holder is repeating training subjects applicable to more than one airplane during recurrent training, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(d); 121.135(a)(1)</p> <p>3. Check at the training center that the Certificate Holder has prepared a written training program curriculum for each type of airplane with respect to Aircraft Dispatchers in accordance with the Certificate Holder's design. <i>Sources:</i> 121.403(a); 121.135(b)(1)</p> <p>4. Check at the training center that the Certificate Holder has a current written training program curriculum for each type of airplane with respect to Aircraft Dispatchers in accordance with the Certificate Holder's design. <i>Sources:</i> 121.403(a); 121.135(b)(1)</p> <p>5. Check at the training center that the Certificate Holder has an Aircraft Dispatcher training curriculum that includes appropriate ground training required by subpart N in</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

<p>accordance with the Certificate Holder's design. <i>Sources:</i> 121.403(a); 121.135(b)(1)</p> <p>6. Check at the training center that the Certificate Holder has an Aircraft Dispatcher ground training curriculum that includes a list of principal ground training subjects in accordance with the Certificate Holder's design. <i>Sources:</i> 121.403(b)(1); 121.135(b)(24)</p> <p>7. Check at the training center that the Certificate Holder has an Aircraft Dispatcher ground training curriculum that includes emergency training subjects in accordance with the Certificate Holder's design. <i>Sources:</i> 121.403(b)(1); 121.135(b)(24)</p>	
<p>1.14 Were supervisors and instructors who were responsible for specific subjects, courses of training, and competency checks identified?</p> <p><i>Related Performance JTI's:</i></p> <p>1. Check at the training center that the Certificate Holder has identified Aircraft Dispatcher Instructors that are responsible for a particular ground training subject, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(c); 121.135(b)(1)</p> <p>2. Check at the training center that the Certificate Holder has identified Aircraft Dispatcher supervisor(s) that are responsible for a particular ground training subject, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(c); 121.135(b)(1)</p> <p>3. Check at the training center that the Certificate Holder has identified Aircraft Dispatcher instructor(s) that are responsible for a particular course of training, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(c); 121.135(b)(1)</p> <p>4. Check at the training center that the Certificate Holder has identified Aircraft Dispatcher supervisor(s) that are responsible for a particular course of training, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(c); 121.135(b)(1)</p> <p>5. Check at the training center that the Certificate Holder has identified Aircraft Dispatcher instructor(s) that are responsible for competency checks, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(c); 121.135(b)(1)</p> <p>6. Check at the training center that the Certificate Holder has identified Aircraft Dispatcher supervisor(s) that are responsible for competency checks, in accordance with the Certificate Holder's design. <i>Sources:</i> 121.401(c); 121.135(b)(1)</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>

<p>1.15 Did the training address proper dispatch of flights to ensure safe operations in frost, ice, or snow conditions?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> 1. Check at the air carrier specified location that no person dispatched an aircraft, when in the opinion of the pilot in command or aircraft dispatcher, icing conditions were expected or encountered that might have adversely affect the safety of the flight, in accordance with the Certificate Holder's design. <i>Sources: 121.629(a); 121.135(b)(1)</i> 2. Check at the air carrier specified location that no person continued to operate an aircraft enroute, when in the opinion of the pilot in command or aircraft dispatcher, icing conditions were expected or encountered that might have adversely affect the safety of the flight, in accordance with the Certificate Holder's design. <i>Sources: 121.629(a); 121.135(b)(1)</i> 3. Check at the air carrier specified location that no person landed an aircraft, when in the opinion of the pilot in command or aircraft dispatcher, icing conditions were expected or encountered that might have adversely affect the safety of the flight, in accordance with the Certificate Holder's design. <i>Sources: 121.629(a); 121.135(b)(1)</i> 4. Check at the air carrier specified location that no person, except as provided in paragraph 121.629(d) of this section, dispatched an aircraft when frost, ice or snow were reasonably expected to adhere to the aircraft, unless the Certificate Holder has an approved ground deicing/anti-icing program in its operations specifications and unless the dispatch complied with that program, in accordance with the Certificate Holder's design. <i>Sources: 121.629(c); 121.135(b)(1)</i> 5. Check at the air carrier specified location that no person, except as provided in paragraph 121.629(d) of this section, released an aircraft when frost, ice or snow were reasonably expected to adhere to the aircraft, unless the Certificate Holder has an approved ground deicing/anti-icing program in its operations specifications and unless the release complied with that program, in accordance with the Certificate Holder's design. <i>Sources: 121.629(c); 121.135(b)(1)</i> 	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
<p>2 Were the Certificate Holder's policies, procedures, instructions and information, contained in its manual, for the Training of Dispatchers process followed?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>3 Were the Training of Dispatchers process controls followed?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>4 Did the records for the Training of Dispatchers process comply with the instructions provided in the Certificate Holder's manual?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
<p>5 Were the process measurements for the Training of Dispatchers process effective in identifying problems or potential problems and providing corrective action for them?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

6	Did personnel properly handle the associated interfaces by complying with other written policies, procedures, instructions and information that are related to this element?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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EPI SECTION 1 – PERFORMANCE OBSERVABLES –Drop Down Menu	
1. Personnel.	
2. Tools and Equipment.	
3. Technical Data.	
4. Procedures, policies or instructions or information.	
5. Materials.	
6. Facilities.	
7. Controls.	
8. Process Measures.	
9. Interfaces.	
10. Desired Outcome.	
11. Other.	

EPI SECTION 2 – MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES

Objective: To determine if the person identified by the Certificate Holder having responsibility and/or authority for the Training of Dispatchers is qualified, knowledgeable, and recognizes that responsibility and/or authority. (The person with the authority may or may not be the person with the responsibility.)

Tasks

To meet this objective, the inspector must accomplish the following tasks:

1. Identify the person who has overall responsibility for the Training of Dispatchers process.
2. Identify the person who has overall authority for the Training of Dispatchers process.

NOTE: If no personnel or major program changes (as defined by the Principal Inspector) affecting the responsibility or authority attributes for this element have occurred since the last SAI and / or EPI was accomplished, then do not perform tasks 3 – 6. Answer questions 2.1 & 2.2 and provide the name / title.

3. Review the duties and responsibilities for the person(s) who manage the Training of Dispatchers process documented in the Certificate Holder's manual.
4. Review the appropriate organizational chart.
5. Discuss the Training of Dispatchers process with the management personnel identified in Tasks 1 and 2.
6. Evaluate the qualifications and work experience of the management personnel identified in Tasks 1 and 2.

Questions

To meet this objective, the inspector must answer the following questions:

2. Are the following aspects of the Management Responsibility and Authority Attributes addressed for the Training of Dispatchers process:

2.1 Is there a clearly identified person who is responsible for the quality of the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
2.2 Is there a clearly identified person who has authority to establish and modify the Certificate Holder's policies, procedures, instructions, and information for the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
2.3 Does the responsible person know that he/she has responsibility for the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.4 Does the person with authority know that he/she has authority for the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.5 Does the person with responsibility for the Training of Dispatchers process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.6 Does the person with authority to establish and modify the Training of Dispatchers process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<input type="checkbox"/> Not Applicable
2.7 Does the person with responsibility understand the controls, process measurements, and interfaces associated with the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.8 Does the person with authority understand the controls, process measurements, and interfaces associated with the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.9 Does the responsible person know who has authority to establish and modify the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.10 Does the individual with authority know who has the responsibility for the Training of Dispatchers process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

EPI SECTION 2 – MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES –Drop Down Menu	
1. Assignment of responsibility.	
2. Assignment of authority.	
3. Does not understand procedures, policies or instructions and information.	
4. Does not understand controls.	
5. Does not understand process measurements.	
6. Does not understand interfaces.	
7. Span of control.	
8. Position vacant.	
9. Other.	